

ER-6-0817

1 October 1954

MEMORANDUM FOR: Chief, Services Branch
Employee Services Division/ Personnel Office

SUBJECT : Advance Gifts Committee Receipts for Community
Chest from the Office of the Deputy Director
(Administration), Office of the Comptroller,
Auditor-in-Chief, Medical Staff and Project
Administrative Planning Staff

1. There are attached herewith receipts from the subject offices above, in the amount of \$1,224.00 in the form of checks, cash and pledges. Although the actual cash reconciliation has not been made in this office, tabulations from the reporting sheets show that of the total amount, \$738.00 is in the form of cash or checks.

2. Additional contributions from the Office of the General Counsel, Logistics Office, Security Office and Management Staff will either be forthcoming through this office or will reach you separately from the offices concerned.

3. When final results are in from this phase of the general solicitation, we would appreciate a tabulation of the results in the Deputy Director (Administration) organization, in order that the worth of the advance gifts technique may be evaluated for next year's campaign.

RS/
[Redacted]
Special Assistant to the
Deputy Director (Administration)

25X1A

Attachments

SA-DD/A:JAC:mrp (1 October 1954)

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Orig & 1 cc to addressee

1 - DD/A Chrono

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ORIGINAL DOCUMENT MISSING PAGE(S):

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